
E L M H U R S T P A R K D I S T R I C T
B O A R D O F P A R K C O M M I S S I O N E R S
M E M O R A N D U M

DATE: March 13, 2023

TO: Board of Park Commissioners

FROM: James W. Rogers, Executive Director
Daniel Payne, Assistant Director/Director of Parks
Michelle Karabetsos, Horticulture Supervisor

RE: WILDER PARK HORTICULTURE COMPLEX REPAIR PROJECT

ISSUE

The renovations to the Wilder Park horticulture complex are approaching their ten-year anniversary. Given the age of the complex, indoor environmental conditions, and heavy usage of the mechanical systems, extensive repairs and maintenance items are now required to sustain functionality and safety of the complex.

DISCUSSION

Currently, the ridge vents in all three buildings are inoperable. The vents run along the ridge or peak of each facility and require an enormous amount of mechanical energy to open and close. The vents manage air temperatures in the facilities and are controlled by the building automation system. As a result, the vents open and close frequently based on interior temperatures and exterior weather conditions. The vent motors, rack and pinion system, and elbows require repairs to return to an operational status with the Conservatory needing the most extensive overhaul. Additionally, the shade cloths in all three buildings are worn and deteriorated and require replacement. The vents and shades are essential to plant propagation and health. Both systems are utilized nearly every day of the year.

Bid specifications and a project budget were developed based on the recommendations provided by multiple greenhouse vendors familiar with the facilities. Requests for sealed bids were advertised through a legal notice in the Elmhurst Suburban Life on February 10, 2023 and a public bid opening was held on February 24, 2023. Seven bid packets for the project were picked up or emailed to contractors with only one contractor submitting a sealed bid.

Bid Results & Next Steps

Project funding in the amount of \$90,000 is available in the 2023 Capital Improvement Fund. Prospiant, Inc. submitted the only bid for the project; their bid totaled \$232,450.

Horticulture Complex Building	Budget	Actual
Conservatory	\$37,500	\$ 89,625
Greenhouse	\$37,500	\$ 71,000
Propagation House	\$15,000	\$ 71,825
Total	\$90,000	\$232,450

Following the bid opening, staff reviewed the processes, specifications, and budget figures, along with options for next steps. The original cost estimates and specifications were reviewed for discrepancies with no issues discovered. Staff also sought feedback from greenhouse contractors who received bid packets but did not submit a bid. With vendors indicating there were no issues with the project or specifications and an interest in bidding on future projects. Finally, value engineering and scope changes were explored, but ultimately not recommended based on the existing conditions and inability to further delay necessary repairs which could impact the safety and productivity of growing facilities. As a result of the review and in particular, discussions with greenhouse vendors, staff is recommending the rejection of the bid received and to re-bid the project with the expectation of additional bidders submitting proposals more aligned with the budgeted amount.

RECOMMENDATION

That the Board of Park Commissioners reject the bid from Prospiant, Inc. on the basis that the bid total exceeded the project budget and direct staff to rebid the project.

Thank you.

Attached: Bid Tally Sheet